



RECORD OF THE COUNCIL BUSINESS

CONDUCTED BY MEMBERS – TUESDAY, 14th APRIL 2020

Feedback received from:	Cllr. Raynor (Chairman) Cllr. Kirkman Cllr. Webster	Cllr. Coles (Vice Chairman) Cllr. Penny Cllr. Williams	Cllr. Dawe Cllr. Phelps Cllr. Webster
Minute	AGENDA ITEMS		Action
	Due to the Coronavirus pandemic it was not possible to meet in person, instead Members were invited to comment on agenda items. What follows is the outcome of their responses.		
64/2020	<u>Members' Declarations</u> – a. <i>Registerable Declarations of Interests</i> – Cllr. Coles in Minute 67c/2020. b. <i>Non-registerable interest</i> – none. c. <i>Declaration of Gifts</i> – Members were reminded they must declare any gift or hospitality with a value in excess of fifty pounds. d. <i>Dispensations</i> – none.		
65/2020	<u>Minutes of Meetings</u> – a. <i>Full Council</i> – 9 th March 2020, AGREED as a true record. b. <i>Secondary Council Meeting</i> – 23 rd March 2020, AGREED as a true record.		
66/2020	<u>Outside Bodies / Reports</u> – a. <i>Parish Council Chairman</i> – a copy of Cllr. Raynor's report was circulated via email. He advised that Ms Jon had volunteered to help those in need in order that we can work towards reclaiming 80% of her salary via the Furlough System. The upgrade to the No.1 car park ticket machine had been delayed until after the pandemic lockdown and the planned meeting with Mr Oliver Jones to discuss various highway matters had to be postponed. One piece of good news is that work on the Pump House is finished and looks brilliant. Other items are included below. NOTE – under Regulation 4 of the Local Authorities (Coronavirus) Regulations 2020 Cllr. Raynor and Cllr. Coles remain as Chair and Vice Chair for 2020/21. b. <i>Cornwall Council</i> – Members to receive a report, to include an update regarding sharing a CEO with St Minver Lowlands and St Minver Highlands PCs (Minute 44b/2020 refers). c. <i>Wadebridge & Padstow Community Network Panel Meetings</i> – future meetings had been cancelled until further notice. <u>Recycling Bins</u> – Ms Jacquie Rapier, CC had been asked to put this item onto the next Network Panel agenda.		Cllr. Mould

67/2020	<p><u>Planning Applications</u> – Members considered the following:</p> <p>a. PA19/09978, White House Cottage, 3A Roscarrock Hill, Port Isaac – glazed link between the existing summer room and dwelling. Single storey kitchen extension. First floor extension.</p> <p>Cllr. Williams had pointed out that works to listed buildings within the Conservation Area should in line with the NPPF which seeks to 'conserve or enhance' the Conservation Area. NDP Policy 6 for The Harbour area states:</p> <p>e) reflects the existing dominant <i>material palette</i> in the character area, where appropriate seeks to maintain, repair or recreate <i>authentic</i> details, and utilises appropriate methods when maintaining or repairing existing structures;</p> <p>f) respects and reflects the <i>general window/wall proportions of the conservation area</i> and avoids the inappropriate use of <i>extensive glazing</i>, panoramic windows, balconies, dormer windows, roof lights, solar panels and aerials;</p> <p>Members agreed the proposal does neither. It introduces extensive glazing which if used in the evening to light an exterior glazed greenhouse with the intension of domestic usage will cause light pollution. The proposal which facilitates a change of use of the greenhouse to a domestic function (not mentioned in the application) will cause harm to the Listed Building of the White House, and how it is 'read' in the context of other harbour side buildings, particularly the Listed Fishing Cellars, when viewed from the Pentus Wall and other sensitive viewpoints around the CA. It was agreed to OBJECT on these grounds.</p> <p>b. PA19/10304, White House Cottage, 3A Roscarrock Hill, Port Isaac – Listed Building Consent for glazed link between the existing summer room and dwelling. Single storey kitchen extension. First floor extension. OBJECT as for PA19/09978.</p> <p>c. PA20/00713, The Moorings, Port Gaverne – conversion of roof space and creation of dormer windows to form additional accommodation. Cllr. Coles declared an interest.</p> <p>Cllr. Williams advised that NDP Policy 6Q Port Gaverne reads:</p> <p>g) Maintaining the area's slate roofscape through retaining chimneys, maintaining or recreating authentic roof details and avoiding the use of artificial slate or other roofing material, and the introduction of <i>inappropriately located or scaled dormer windows</i>, roof lights, solar panels or aerials.</p> <p>OBJECT on the grounds the dormer windows are oversized and overbearing for the neighbours, despite obscure glazing. The (new and therefore dark) slate hanging would also by dint of its mass, have an overbearing effect for the neighbouring houses. <i>If the officer is minded to approve then Members request the removal of the slate hanging and retention of the current white render.</i></p> <p>d. PA20/02555, Wesley House, 18 Middle Street, Port Isaac – Listed Building Consent for restoration works to return the building back to its original breathable state. SUPPORT.</p> <p>e. PA20/01628, White House Cottage, 3A Roscarrock Hill, Port Isaac – construction of retaining structure due to cliff collapse and set of steps to reach the rear garden. Deferred to the May meeting, for Members to consider the application and the views of the Heritage Team regarding the proposed finish of the steps / wall.</p> <p>f. PA20/01629, White House Cottage, 3A Roscarrock Hill, Port Isaac – Listed Building Consent for construction of retaining structure due to cliff collapse and set of steps to reach the rear garden. Deferred to the May meeting,</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
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68/2020	<p><u>Other Planning Matters</u> – including any items received after the agenda had been published.</p> <p>a. <i>Neighbourhood Plan</i> – a decision to select an examiner for the NDP was deferred to the May meeting. Details previously circulated.</p> <p><u>PA20/00001/NDP, St Endellion Neighbourhood Plan</u> – the Regulation 16, statutory consultation had been extended to the end of April 2020.</p> <p>b. <i>Planning Applications Approved by CC</i> – information only.</p> <p>i. <u>PA19/07596, 1 Brooklands View, Port Isaac</u> – change of use from private parking and storage to public car parking. Members supported (with comments).</p> <p>ii. <u>PA19/11215, Beulah, Treights</u> – conversion of garage to form a study bedroom and alteration to a window. Members supported.</p> <p>iii. <u>PA20/00661, Porthcorn, 21 Silvershell Road, Port Isaac</u> – two storey side extension and extension to existing balcony. Members made no comment.</p> <p>iv. <u>PA19/10272, 90 Fore Street Port Isaac</u> – first floor extension out over an existing ground floor extension.</p> <p>v. <u>PA20/00284, Yn-Dewetha, Port Gaverne</u> – conversion of existing roof space to residential use. Install new windows and doors. Construct new porch. New cladding.</p> <p>vi. <u>PA20/00909, Stanley House, 22 Fore Street, Port Isaac</u> – change of use of dwelling-house to retail shop with associated storage and workshop space.</p> <p>c. <i>CC Housing Supplementary Planning Document</i> – circulated via email.</p>	Clerk
69/2020	<p><u>Environmental / Amenity Matters</u> – including any items received after the agenda had been published:</p> <p>a. <i>Contract and Maintenance Officer's</i> – Ms Jon's report had been circulated via email.</p> <p>i. Roscarrock WCs Notices – Cllr. Coles suggested alternative wording, but the consensus was to stick with the original wording, but to substitute "St Endellion Parish Council" for "Port Isaac PC". Ms Jon to action on her return from furlough.</p> <p>ii. Cemetery Bench – Members preference was for a recycled bench, but it was AGREED not to commission or pay for this until Members can assess their financial position when we return to receiving car park income.</p> <p>Ms Jon has been furloughed w.e.f. from 1st April 2020. The Clerk had sent her a formal letter of notification.</p> <p>b. <i>Public WCs</i> – following the lead of the National Trust and Cornwall Council the toilets had been closed until further notice.</p> <ul style="list-style-type: none"> • <i>New Road</i> – installation of the CCTV had been postponed due to the pandemic. • <i>The Main</i> – Mr Tom Hocking, Ward Williams Associates had issued the certificate for making good defects. • <i>Roscarrock</i> – the Clerk to enter into a contract for the supply of electricity in conjunction with the Chair and Vice Chair. • <i>Port Gaverne</i> – decision regarding management of the toilets in 2020 deferred. • <i>Non-Domestic Rating (Public Lavatories) Bill</i> – was introduced to the House of Commons and given its first reading on 18th March, with the second reading scheduled to take place on 30th March 2020. 	<p>Ms Jon</p> <p>Ms Jon / Clerk</p>

70/2020	<p><u>Playing Field</u> – Members received the following updates:</p> <p>a. <i>Play Equipment</i> –</p> <p>i. <u>Playground</u> – the children's play area had been closed following government advice.</p> <p>ii. <u>New Play Equipment</u> – the Working Party set up to consider additional play equipment, including a possible skate park / football pitch for the parish are discussing options via email.</p> <p>iii. <u>Cormac H&S Reports</u> – Ms Sandra Crawford / Customer Relations, Cormac had been asked to cancel H&S inspections of the playing equipment until further notice.</p> <p>iv. <u>Other Matters</u> – none.</p>	
71/2020	<p><u>Financial Matters</u> – including any items received after the agenda is issued:</p> <p>a. <i>Accounts for Payment</i> – Schedules No.12a/2019/20 and No.01/2020-21 were APPROVED for payment. A list of payments is available on the PC's website.</p> <p>b. <i>Bank Reconciliation</i> – the bank reconciliation to be verified in accordance with Financial Regulation 2.2.</p> <p>c. <i>Cornwall Hospice Care</i> – in principle Members were happy to make a grant but felt unable to do so until Members can assess their financial position when we return to receiving car park income. In the interim the Clerk to advise applicants of the government's scheme to assist charities during the current pandemic.</p>	<p>Cllr. Collings</p> <p>Clerk</p>
72/2020	<p><u>Highways Matters</u> – including any items received after the agenda was issued:</p> <p>a. <i>Pedestrian Crossing</i> – Minute 47a/2020 refers. The meeting with Mr Oliver Jones, Highways to consider the location and some means of crossing the road safely, e.g. pedestrian crossing, pedestrian refuge or central island has been postponed due to the Coronavirus situation.</p> <p>b. <i>Trewetha Speed Limit</i> – Minute 47b/2020 refers. The meeting with Mr Oliver Jones, Highways to consider a request, from a vulnerable road user, to reduce the speed limit through Trewetha has been postponed due to the Coronavirus situation.</p> <p>c. <i>Approved Road Closure</i> – Back Hill, Port Isaac, 20th to 24th April 2020 (09:30 to 16:30).</p>	
73/2020	<p><u>Diary Dates</u> – including any dates received after the agenda had been published. Details previously emailed.</p> <p>a. <i>Main Council Meeting</i> – 11th May 2020.</p> <p>b. <i>Great British September Clean</i> – 11th – 27th September 2020. Details circulated via email.</p>	
74/2020	<p><u>Information Only / Future Agenda Items</u> –</p> <p>a. None.</p>	

Signature: (Cllr. Raynor)
Chairman

Date: 11th May 2020